

**Environmental Justice Planning Advisory Workgroup Meeting Minutes
December 12, 2006**

Members Present: Jim Wells, Mily Trevino-Sauceda, Tracey Brieger, Veda Federighi, Jena Ambacher, Claudia Soria, Karen Heisler, Erin Field, Terry Stark, Gary Kunkel, Laurie Nelson, Renee Pinel, Brenda Washington Davis, Carl Winter.

Members Absent: Martha Arguello, Marilyn Dolan, Teresa DeAnda, Shankar Prasad, Carolina Simunovic

Facilitators: Joseph McIntyre, Sara Tickler, Kara Vernor

Next Meeting: *January 16, 10:00-2:00*

Location: *First floor training rooms, Cal/EPA building
Sacramento, CA*

Housekeeping:

- Meeting minutes from last month are approved for posting as final.

Meeting Agenda:

- Welcome and introductions, approve minutes of November meeting
- Review of draft strategic plan summary
- Proposal for synthesizing and prioritizing work on Goals 1 & 2
- Synthesis and prioritization of suggested recommendations for implementing Goals 1 & 2)
- Development of suggested recommendations for implementing Goal 3 (Research)
- Discuss possible EJ tour and alternatives
- Recap of day: confirm future meeting dates, including possible March meeting.
- Closing and Thanks

Meeting Ground Rules:

- Listen
- Respect
- Hold Judgment
- Share Fully
- Courtesy:
 - Silent cells/pagers
 - Be concise
 - Be on time
 - Be prepared

I. Proposal for synthesizing and prioritizing work on Goals 1 & 2

The group used the following ranking sheet to rank Goal 1 & 2 objectives according to their importance and time sensitivity. The highest number indicates the most important, while the lowest number indicates the least important. The rankings listed below indicate the group average.

Goal 1:

Ensure meaningful public participation and promote community capacity-building to allow communities to effectively participate in environmental decision-making processes.

Objectives:**A. Ensure Meaningful Public Participation (Scale of 10-1)**

OBJECTIVE	IMP RANK	TIME RANK
1. Require CACs to have a public outreach component	9.3	6.3
2. DPR to develop innovative ways to do language-accessible community outreach within the cultural context of the community that facilitates the sharing of differing viewpoints and includes community-driven forums	6.8	6.6
3. Develop methods to work with CACs to be more responsive to incidence reports. DPR to create standards for responding to violations, including farmer notification of adverse incidents, and incorporate them into CAC negotiations and evaluations.	7.1	7.0
4. Ask DPR to do a capacity analysis.	3.2	3.3
5. Hiring practices that increase staff diversity	5.0	4.8
6. Conduct pilot projects on public participation and one that looks at capacity building and measure its success. Learn from the Parlier project to inform the pilot project, generate a report and evaluate, etc.	4.1	4.0
7. Evaluate all public participation activities by first creating a baseline measure regarding how DPR is perceived by the public in its participation efforts, tracking numbers and demographics of attendees and in particular first-time attendees and at public meetings, and asking participants to do meeting evaluations <ul style="list-style-type: none">a. We need to be able to interpret evaluations that are not skewed because someone didn't like the outcome vs. the process.b. Attendees at forums should reflect the diversity of the community in which it's held	4.5	5.1
8. Create a report card for EJ task accomplishments and distinguish between "technical" (completing EJ tasks) and "substantive" (changes in impacts) outcomes	3.6	4.0
9. People should know how government works; their rights; how to participate; know policies and procedures and who to call in the counties and at DPR. DPR to make data more accessible and usable by providing a public participation handbook and education, especially around the misuse of products, as well as technical translation and assistance in these matters	7.1	7.5
10. DPR should plan for public participation before embarking on new projects, programs or activities, determine what level of participation is appropriate and be transparent about why the level was chosen	7.7	7.6

B. Promote Community Capacity Building and Education (Scale of 8-1)

OBJECTIVE	IMP RANK	TIME RANK
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1. Building professional and community relationships between DPR, community groups, and the CACs.	6.3	5.7
2. Coordinate and interact with coops extension re: education.	4.9	5.2
3. Create an EJ ombudsman	3.6	3.7
4. EJ training for staff, CAC, DPR (*Also a part of Goal 4?*)	5.3	6.0
5. Publicize and reward EJ success stories.	2.7	2.1
6. Partner (for example, with the Board of Supervisors) to build capacity.	5	5.2
7. The level of funding for this goal is important – the process of identifying needs and requesting them. Pursue and leverage resources at the county and regional levels.	6.3	5.6
8. Promoting community capacity should become intrinsic, not be an “add on.”	4.0	4.0

C. Effectively Participate in Environmental Decision Making Processes (Scale of 5-1)

OBJECTIVE	IMP RANK	TIME RANK
1. Make it easier for people to contact DPR: a. Expand number of hours they are open b. Have multiple language capability	3.7	4.2
2. Develop more advisory committees and include communities in existing one so that communities' and farming preferences are included in DPR policies	2.1	2.6
3. Create a better relationship between DPR and Board of Supervisors	2.8	3.1
4. Move away from “decide, announce and defend” decision-making by giving adequate notice: a. Website b. Various languages	3.8	4.3
5. Acknowledge and respond to the inequities by proactively creating equitable processes.	2.9	3.0

Goal 2:

Integrate environmental justice into the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies.

OBJECTIVE	IMP RANK	TIME RANK
1. Develop a culture of EJ within DPR, which might include guidance for staff, training at the local level and EJ incorporated into staff evaluations. [EJ best management practices].	3.9	4.3
2. Investigation system has to be inclusive of all the interested parties.	6.5	5.5
3. Complaint system that is accessible, easy-to-use, and gives feedback.	6.9	7.0
4. Create an ongoing state multi-stakeholder advisory group to provide input to and feedback on regulations, policies, and systems. It starts with first contact and continues through to resolution.	5.0	4.3
5. Create local/county/regional stakeholder advisory groups to provide input to implementation strategies [county-level may create too many for the state to deal with in a meaningful, timely manner; regional may	6.6	6.6

have some benefits for issues that cross county lines; county-level could make sense since each has a Board of Supervisors].		
6. Create a DPR [handbook] with credible community partners for the public that is based on a needs assessment that educates on the mechanics of navigating DPR effectively. (Repeats Goal 1 objective)	5.1	4.9
7. Require CACs to develop EJ outreach programs with credible community partners and includes information on the laws of pesticide use and drift. (Repeats Goal 1 objective)	6.3	6.6
8. DPR's decision-making process is transparent including how public participation was used and what the outcome was and why. (Repeats Goal 1 objective)	7.5	6.8
9. Review and improve existing risk assessment policies including enforcement practices, product registration and permit conditions, etc. [This group needs to include members who are diverse and technically proficient to determine the adequacy. We need to determine which processes, who, how. Placeholder: is dial-in data working?]	5.1	5.7
10. Integrating notification and the right-to-know about pesticides. (Repeats Goal 1 objective?)	4.3	4.6

Rewrite of Goal 1 & 2 objectives:

Using the average rankings as a guide, half of the group then reworked the language of the Goal 1 objectives, while the other half reworked the language of the Goal 2 objectives. The group concluded this activity by creating next steps and follow-up assignments.

Goal 1 rewrites

Combining objectives 2, 9 & 10, the group created the following objective:

DPR Public Education and Outreach Program

- How government works
- Rights
- How to participate
- Policies and procedures
- Who to call
- Technical translation
- Cultural context (How to convey)
 - Language
 - Settings that facilitate communication
 - Convenient location/time
 - Media message
 - Radio, etc.
 - Comic book, handbook
 - Workshops? Outreach?
 - Distribution networks (County government, community groups, grower groups)

Steps for DPR:

- Identify audiences for communication
- Identify community outreach group

- For any particular audience, identify appropriate mechanism to use to communicate with them

The group also reworked objective 1 into the following:

CAC:

- Public outreach component
 - What's legal/what's not
 - Local contact information – 24/7

Goal 2 rewrites

The group worked to combine the recommendations into two main areas:

- Develop complaint/incident reporting mechanism that guides impacted parties to deliver all relevant information to CAC and/or DPR and assures feedback on initial response, progress of investigation and resolution. Initial response should include anticipated timelines and explanation of process.
- Develop mechanisms to provide the public with timely information concerning the progress, processes, outcomes, and responses to complaints and investigations.

Create an interactive process between DPR, CACs and community-based stakeholders that ensures stakeholder input, feedback concerning program implementation, regulations, and policies.

IV. Assignments:

1. Goal 1 work:

- Subgroup comprised of Laurie, Gary, Erin, Mily, Tracey will take on getting the recommendations in final form including:
 - Add concrete language to flesh out your work.
 - What's going to be the best way to encourage the two-way conversation on the ground? Define what you mean by audiences. What are the criteria for rollout? Which counties should be focused on first? What would be the rollout process?
 - Tracey and Erin will take the work completed and turn it into prose and flesh it out.

2. Goal 2 work:

- Subgroup comprised of Carl, Karen, Brenda, Jena, Jim will take on getting the recommendations in final form including:
 - Pick up the conversation by looking at Objective 5. Are we talking about the form or function? This needs to be a whole group discussion for guidance.
 - Jena and Renee will take the work completed and turn it into prose and flesh it out.

3. Goal 3 work: All members identify the two most important things that you would recommend DPR do to achieve this goal **and email your response to Kara by January 9** (mail to: kara@theresultsgroup.com).

4. Be thinking about what you would like to include in Goal 4.

5. Environmental Justice Tour Alternatives:

- Video over lunch?
- Panel for discussion as part of outreach?
- Validation process for our product?

Parking Lot

Discuss DPR regional structure

V. Future Meeting Dates:

January 16 – First floor training rooms, 10-2, Cal/EPA building

January 29 – First floor training room, 10-2, Cal/EPA building

March 12 – First floor training room, 10-2, Cal/EPA building